



Video #1 - Why we have stop work authority - to Protect People, the Environment and succeed in our Business
Timeline: Script and Shoot by March 2.
March 14 draft video will be available for final edits/ review
Ready for March 21 Discussion Topic on IIFLT proactive 1Q event
Video #2 - Work Planning and “Trigger points” for Stopping Work
Video #3 - TBD



Stop Work Authority Video #1 February 2011 Outline

The purpose of this Stop Work Authority video will be to:

1. Communicate why we use Stop Work Authority, Why management supports and expects us to use Stop Work Authority.
2. Provide an introduction/ and reminder of what Stop Work Authority means and the 5 Steps...
3. Demonstrate how to use Stop Work Authority in two scenarios (easy and difficult)
4. Demonstrate responses to Stop Work Authority. Appreciation, “Thank you”, etc.

	Introduction	Transition #1	Scenario #1	Transition #2	Scenario #2	Message from Mike	Closing remarks
	John Harris and Larry Cathey	John Harris and Larry Cathey	Contractors at the Tailgate Pause Work Authority	Larry Cathey	Operations “B&S Questionable Sample”		John Harris and Larry Cathey
Story line:	I) John, Larry and group are talking informally about: We want everyone to go home safely... OD will help us with LOTO, JJSV and JHA I’m worried that SWA will slow the work down, I’m on a schedule ... “Remember this? the 5 Steps ... II) Hey, why don’t you join us?	Stop Work Authority isn’t always a long drawn out process - sometimes, we just pause the work, we subtly use this all day long... Kevin, (or others at the tailgate) Will you tell us about an example of Pause Work Authority?	The tailgate group - and Kevin or Tim, will share a positive example of SWA Reinforcing positive interaction. Each person in attendance will be asked to share one example of Stop Work Authority that they can tell.	Not every example of SWA is so easy... Take a look at this scenario, when things are a little trickier.	More difficult scenario where operators, under deadline pressure, stopped the job long enough to verify product quality. How did they approach their team? What worked? Interview style. Why did Operators use SWA?	A personal message from Mike - Why is SWA important to Mike and our business. Recognize positive SWA examples in a field location.	Management support is clear and re-iterate the video message. And closing remarks.
Actors:	John Harris, Larry Cathey, and group	John and Larry	Attendees at the Contractors Safety Tailgate	John and Larry	B&S Operators TBD by Jon Mauer/ Daryl Singleton	Mike Coyle	John and Larry
Location:	Tailgate discussion at B&S parking lot	Tailgate discussion continues	Tailgate discussion Continues	Tailgate	SRU Control Room - or parking lot?	Field Location	Tailgate...

As a red hat, we're representing ourselves as a safety supervisor or representative. We should be approachable. We're not just red hats for our company, we're red hats for the entire turnaround.

Every morning we meet and discuss what we're seeing, Near Miss, TSPA data, - to help us focus on target areas.

Red hats is a very positive program! We want to keep it positive - and it's required to submit a TSPA observation.

Interaction with employees is really important, we want to interact, receive feedback, hear about the positives, talk to people directly about the things that I'm seeing and what I'm thinking. It's my job to show the positives and the things that need to be corrected.

Respectful approach in order to build trust in the first couple of weeks with people.

We have to get back to people with solutions to their issues, and communicate that they want ...

Examples:

1. BTrain - 100% tie off scaffolding ... another company was tightening up a valve. The scaffolding tag showed 100% tie off. Kevin noticed the worker wasn't wearing lanyard, etc.

I approached the worker with the concern about not using the harness. They had a discussion... and the worker showed her appreciation for Kevin showing the care and concern. The relationship was built and every time they saw each other in the future, they checked in and ...

2. FCC shutdown - I was on a walk with Tom DiPalma - in a high traffic walkway . Overhead work above. No barricade tape was visible. Since the workers were working overhead, will they please set up some barricade ... The workers were respectful and good about putting up the tape right away. They stopped, came down and had a discussion with Kevin. Kevin followed up with the group to make sure that the tape and tags were in place.

3. Pause to have someone put their gloves on, SSE, know evacuation locations, etc.

As a red hat we are constantly stopping work - all the time - in a 12 hour people, I talk with